

RD AN No. 3516 (1924-A)  
February 3, 2000

TO: Rural Development State Directors  
Rural Development Managers  
Community Development Managers

ATTN: All Rural Housing Staff, State Architects, Engineers,  
Construction Analysts and Inspectors

FROM: James C. Kearney (**Signed by James C. Kearney**)  
Administrator  
Rural Housing Service

SUBJECT: Acceptance of Revised Subterranean Termite  
Treatment Builder's Certification and Guarantee

**PURPOSE/INTENDED OUTCOME:**

The purpose of this Administrative Notice (AN) is to instruct the Rural Development (RD) staff on the use and acceptance of the revised National Pest Control Association's (NPCA) Form NPCA-99a, "Subterranean Termite Treatment Builder's Certification and Guarantee" (1/99).

**COMPARISON WITH PREVIOUS AN:**

See RD AN No. 3395 (1924-A), "Acceptance of New Termite Forms" issued April 20, 1998.

**BACKGROUND:**

The Department of Housing and Urban Development (HUD) in conjunction with NPCA have revised form NPCA-99a. Therefore, in those areas subject to termite damage the Rural Housing Service (RHS) will accept revised Form NPCA-99a to show that treatment against termites has been provided for new construction.

EXPIRATION DATE:  
February 28, 2001

FILING INSTRUCTIONS:  
Preceding RD Instruction 1924-A

This revised form clarifies the responsibilities of the pest control operator and the builder and accepts the use of Environmental Protection Agency (EPA) registered products (baits and wood treatments) as adequate termite protection.

This new form may be used immediately; however, its use is mandatory 60 days from the date of this AN.

### **IMPLEMENTATION RESPONSIBILITIES:**

#### **New Construction -- SFH, MFH and CF**

The requirements of this Administrative Notice for new construction are only applicable in jurisdictions where Rural Development State Offices, project architects or builders require treatment to prevent termite infestation. Rural Development State Director will determine the applicability of the requirements to their State based on the termite infestation probability map in the applicable building code.

Forms NPCA-99a and NPCA-99b, "New Construction Subterranean Termite Soil Treatment Record", no longer must always be used together. Form NPCA-99b is used with form NPCA-99a only if the property is treated with a soil termiticide. For treatment methods other than soil termiticide the Agency official should request the builder to attach a copy of the service ticket or treatment record from the licensed pest control operator (PCO) to Form NPCA-99a if Form NPCA-99b is not used.

These NPCA forms will properly inform RHS and the applicant as to the type of guarantee against subterranean termite infestation issued by the builder. The forms also will provide information as to actual work performed by the licensed PCO to reduce the possibility of such infestation. The forms clearly delineate the responsibilities of the builder and PCO.

When soil termiticide is used, the licensed pest control company must complete Form NPCA-99b. The form must be used as an attachment to the builder's Form NPCA-99a. The builder is responsible for distributing the completed forms. If a state or local jurisdiction has more stringent record keeping requirements than required by Form NPCA-99b, then the state or local form will be accepted in place of the NPCA-99b. In such cases the state or local form would be attached to the NPCA-99a.

Forms NPCA-99a and NPCA-99b, original or copies, must be inserted in the construction section of the borrowers case file.

**Existing Construction -- SFH, MFH and CF**

There is no change from the previous RD AN No. 3395 (1924-A) in the use of Form NPCA-1, "Wood Destroying Insect Infestation Inspection Report," for existing construction.

A sample copy of Form NPCA-99a is attached. Because Form NPCA-99a is not a Rural Development form, it is not available from the Agency or the Government Printing Office. This form is available for sale to builders and PCOs through the National Pest Control Association, Resource Center 8100 Oak Street, Dunn Loring, Virginia 22027, phone (800) 678-6722 or (703) 573-8330, fax (703) 573-4116, and other form suppliers.

Please direct all questions pertaining to this AN to Sam Hodges, Architect, Program Support Staff at (202) 720-9653.

Attachment

**Attachment not Automated.**